

APPENDIX __. DESIGN GUIDELINES

- I. Purpose and Applicability.
- II. Building Design Guidelines.
- III. Bicycle Parking Design Guidelines.
- IV. Landscape Design Guidelines.
- V. Access and Circulation Design Guidelines.
- IV. Art in Private Development.

I. Purpose and Applicability.

- A. **Purpose.** The design guidelines are discretionary criteria which are used in the City's review of project proposals. They are intended to encourage high quality building and site design that complements the architecture, landscapes, history, and culture of Tempe and ensures the functionality of the built environment.
- B. **Applicability.** The design guidelines are to be applied by the City during project reviews. Applicants are responsible for addressing the guidelines in their project proposals, and the City, through its applicable decision making bodies (LUDC, Part 6) may require modifications to designs to be consistent with the design guidelines. Where an existing building or site that is being added onto or remodeled does not meet a design guideline, the addition or remodel should bring the subject building or site into closer conformance with the guideline, to the extent practicable given the nature and extent of the alteration.

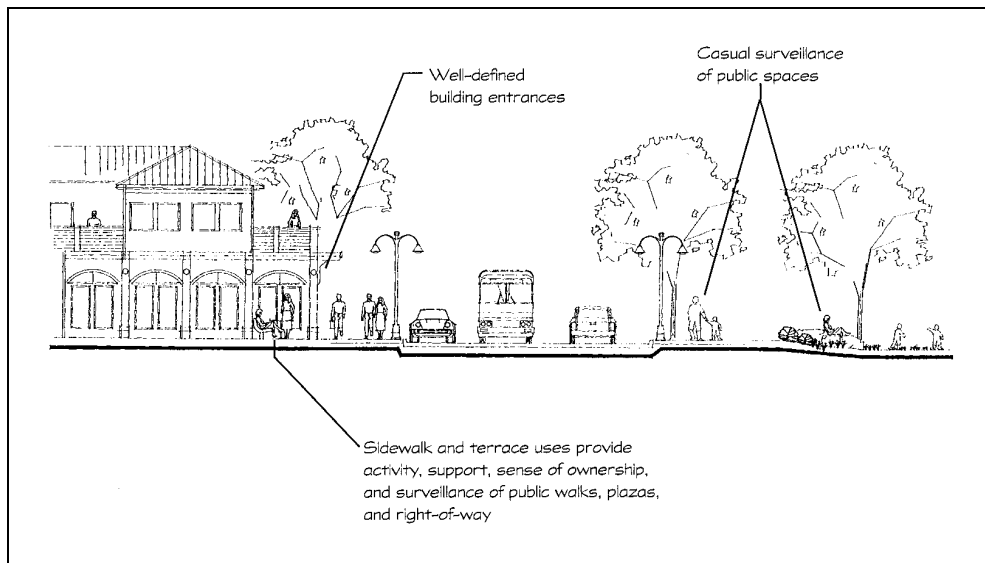
II. Building Design Guidelines.

- A. **Contextual Design Guideline.** Building elevations and materials should have design characteristics that are contextually appropriate. Contextual relationships are determined through design review and consider: massing, rhythm, scale, height, roof form, fenestration (windows and doors), articulation/relief, materials, detailing, lighting, signs, and other features of existing on the site, if any, and adjacent buildings. Where contrasting design elements are provided, the applicant must demonstrate how the alternate design is equal or superior to the existing and/or adjacent building design in terms of compatibility.
 - 1. **New Design Character.** A building design that varies from the contextual design guideline in establishing a new character, may be approved only after demonstrating that the proposed design is consistent with the development plan approval criteria in Section 6-302 and it provides exceptional or unique benefits to the neighborhood or community, which may include but are not limited to the following values:
 - a. Energy conservation through a certified "green building" or "sustainable development" project.

- b. Historic preservation;
- c. Affordable housing.

- B. Accessibility.** Buildings should be accessible for every person, consistent with the Americans With Disability Act (ADA) and its implementing standards and guidelines. The Americans with Disabilities Act (ADA) is a federal law that was enacted in 1990 for the purpose of ensuring that all Americans have the same basic rights of access to services and facilities. The ADA prohibits discrimination on the basis of disabilities. To effect this prohibition, the statute required certain designated federal agencies to develop implementing regulations, known as the ADA Accessibility Guidelines (ADAAG). The guidelines and standards contained within the ADAAG are continually being updated and refined, and current versions should be reviewed as part of the design process for every project.
- C. Crime Prevention Design.** Safe environments and pedestrian activity are interrelated and one cannot exist without the other. Therefore building designs should support pedestrian activity and provide natural surveillance of spaces from key locations inside and next to buildings. This should be accomplished through the appropriate design and placement of windows, entrances, pedestrian amenities, lighting, outdoor rooms (e.g., balconies, arcades, and similar features), and activity support. Buildings should incorporate entrances, windows, balconies, and activities allowing visibility of the street, parking areas, and entrances from inside buildings; and visibility of building entrances and other public gathering spaces from the street, as generally shown below. Lighting must conform to the provisions of Part 4, Chapter 8.

Figure A.1 – Crime Prevention Design - Streetscape



D. Outdoor Living Area. Required outdoor living areas (per Part 3 and 5) should conform to the following standards:

1. At least fifty (50) percent of all required areas should be in private outdoor spaces, such as patios, porches, balconies, rooftop gardens, and/or other areas designed for the exclusive use of individual dwelling units;
2. Designated private outdoor living spaces should have dimensions that are not less than six (6) feet in width and six (6) feet in depth, and eight (8) feet in height;
3. Areas not designed for the exclusive use of individual dwellings under subsection 1, above, should be designated common areas for all residents of a development. Common areas may include but are not limited to: patios, porches, balconies, rooftop gardens, recreation areas, open space, etc;
4. Designated common outdoor living spaces should have dimensions that are not less than fifteen (15) feet in width and fifteen (15) feet in depth, eight (8) feet in height, and five hundred (500) square feet in area per space.

III. Bicycle Parking Design Guidelines.

A. Bicycle Parking Location and Design.

1. All parking spaces for bicycles should be equipped with a security rack that is designed and installed in conformance with the Bicycle Facility Design Guidelines (Appendix __). Bicycle racks other than the standard detail may be approved, subject to Design Review and approval by the Public Works Manager;
2. Areas set aside for bicycle parking should be clearly marked and reserved for bicycle parking only;
3. Bicycle parking should not impede or create a hazard to pedestrians. Parking areas should be located so as to not conflict with vision clearance standards;
4. Bicycle parking should be conveniently located with respect to both the street right-of-way and at least one building entrance (e.g., no farther away than the closest parking space). It should be incorporated whenever possible into building design and coordinated with the design of street furniture (e.g., benches, street lights, planters and other pedestrian amenities) when street furniture is provided;

5. Bicycle racks should be installed near main building entrances and located in areas with shade. A pedestrian pathway linking the bicycle parking area to the public sidewalk and the primary building entrance(s) should be provided;
 6. Site design for bicycle parking should conform to the Pedestrian and Bicycle Facility Design Guidelines (Appendix __);
 7. Bicycle parking should be visible to cyclists from street sidewalks or building entrances, to aid in security from theft and damage; and
 8. Bicycle parking should be least as well lit as vehicle parking for security.
- B. **Options for Storage.** Bicycle parking requirements for long-term and employee parking can be met by providing a bicycle storage room, bicycle lockers, racks, or other secure storage space inside or outside of the building.

IV. Landscape Design Guidelines.

A. General Landscaping Guidelines. Landscape plans should demonstrate that developments satisfy the following guidelines, as applicable, and as generally shown in the figures below:

1. Provide visual screening, privacy, and natural surveillance, where needed.
2. Retain natural vegetation and incorporate it into the landscape design, as practicable;
3. Define pedestrian pathways and open space areas with landscape materials where appropriate;
4. Provide focal points within a development, such as specimen trees, hedges, flowering plants, art, and pedestrian amenities;
5. Use a combination of plants for year-long color and interest;
6. Use landscape treatments to enhance the screening of outdoor storage and mechanical equipment areas, and enhance graded areas such as berms, swales and retention ponds.

Figure A.2 - General Landscape Guidelines

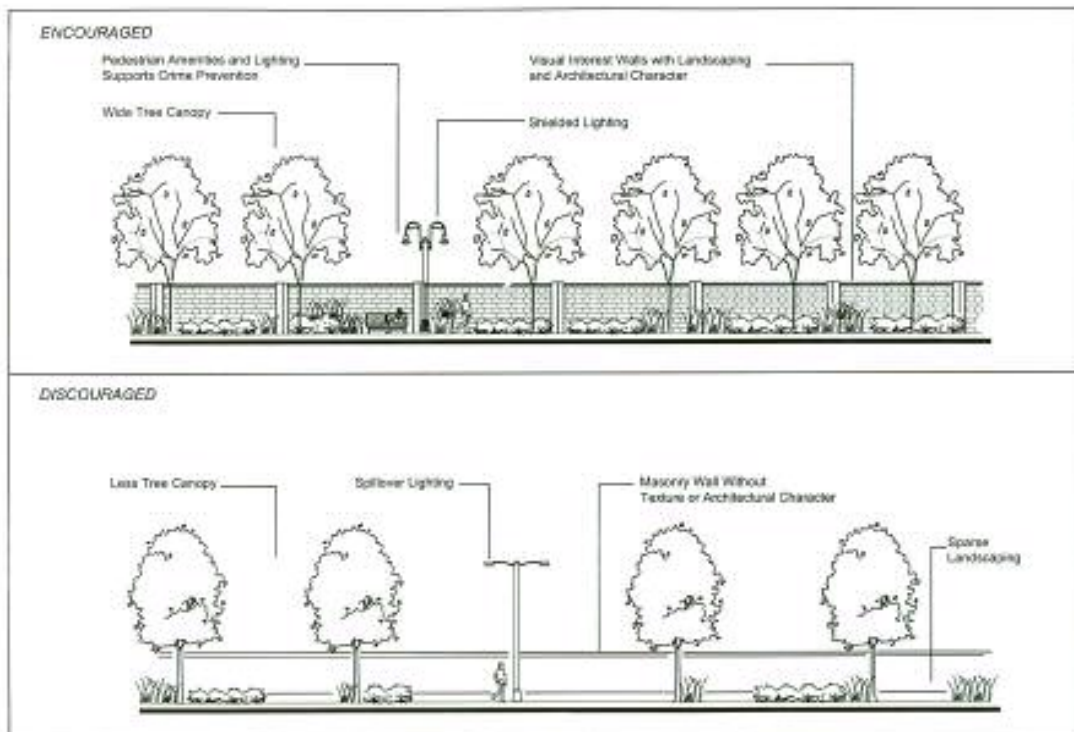


Figure A.2 - General Landscape Guidelines (continued)

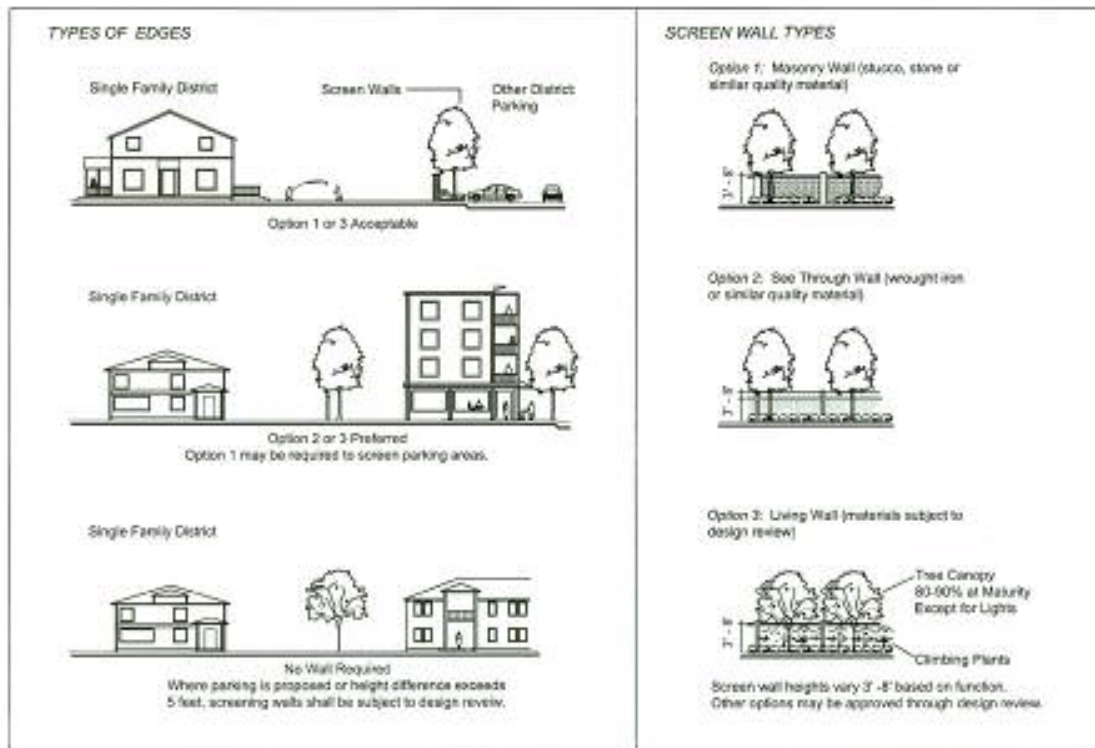
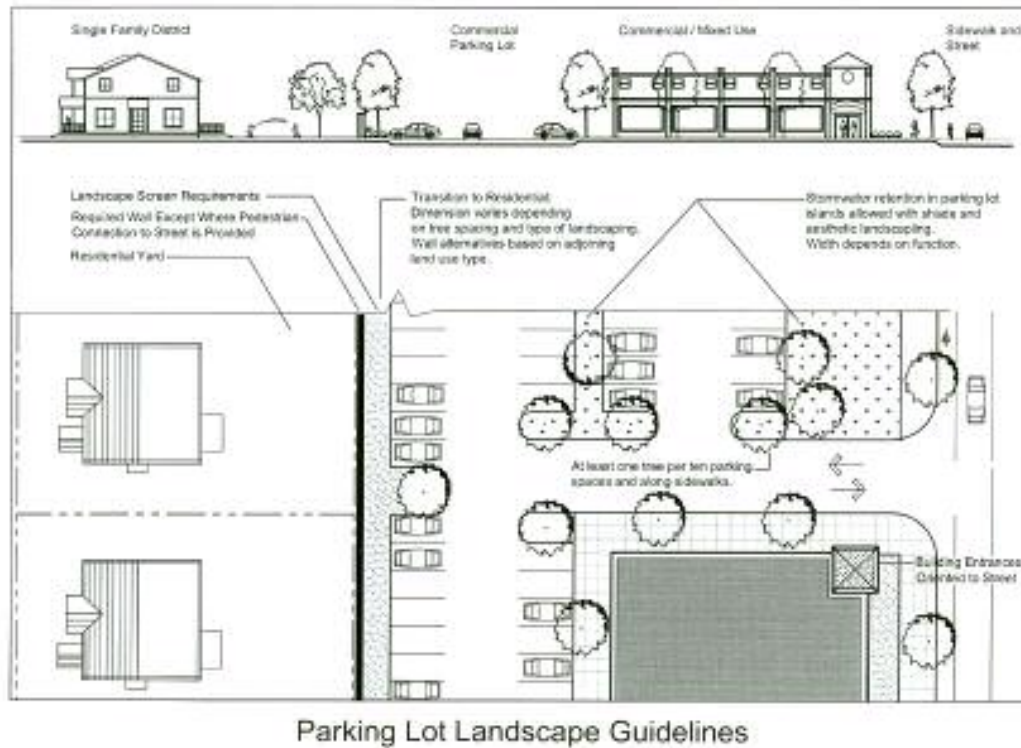


Figure A.3 – Parking Area Landscape Guidelines

Otak to provide mark-up for City review showing trees between single family and parking lot on site plan. Also, delete one tree on east side of second row of parking and replace with light.



B. Tree Selection Guidelines. Tree species should be selected based on growth characteristics and site conditions, including available space, overhead clearance, soil conditions, exposure, and desired color and appearance. Consideration should be given to:

1. Provide a broad canopy where shade or screening of tall objects is desired;
2. Use low-growing trees for spaces under utility wires;
3. Select trees from which lower branches can be trimmed in order to maintain a healthy growth habit where vision clearance and natural surveillance is a concern;
4. Use narrow or columnar trees where awnings or other building features limit growth, or where greater visibility is desired between buildings and the street for natural surveillance;

5. Street trees should be planted within existing and proposed planting strips, and in sidewalk tree wells on streets without planting strips. Tree placement should provide canopy cover (shade) and avoid conflicts with existing trees, retaining walls, utilities, lighting, and other obstacles.

C. Screening Guidelines. The design of screening devices should consider the following guidelines:

1. Site conditions and adjacent uses should be considered when designing visual screening;
2. Provide shade over walkways, if appropriate;
3. Natural surveillance, access control, and privacy needs should be considered;
4. General consistency with the guidelines in Figures 4-508 A and B, above.

V. Access and Circulation Design Guidelines.

A. Shared Driveways. The number of driveway and private street intersections with public streets should be minimized through the use of shared driveways with adjoining uses where feasible. The City may require the use of shared driveways through the land use and development review process, for traffic safety and access management purposes in accordance with the following standards:

1. Shared driveways and frontage streets may be required to consolidate access onto a collector or arterial street. When shared driveways or frontage streets are required, the City may require that they be stubbed to adjacent developable parcels for future extension. “Stub” means that a driveway or street temporarily ends at the property line, but may be extended in the future as the adjacent parcel develops. “Developable” means that a parcel is either vacant or it is likely to receive additional development due to infill or redevelopment potential.
2. Access easements (i.e., for the benefit of affected properties) should be a condition of land use or development approval and should be recorded for all shared driveways prior to occupancy.
3. Exception. Shared driveways are not required when existing development patterns or physical constraints (e.g., topography, parcel configuration, and similar conditions) prevent extending the street/driveway with reciprocal access in the future.

B. On-Site Traffic Calming. Traffic calming features such as curb extensions, special paving, humps or other features may be required for the on-site circulation systems and street access points of larger developments. Traffic calming measures should conform to the Pedestrian Facility Design Guidelines contained in the Appendix.

VI. Art in Private Development

The goal of the City of Tempe's Art in Private Development (AIPD) ordinance is to beautify the community with a wide variety of high-quality art projects. This program has created many successful partnerships between developers and artists. Local developments have acquired a unique sense of place and have won awards because of the art elements. The presence of artwork in developments creates a competitive edge by attracting people who are curious about the artwork. Citizens may pause to enjoy the artwork's surprising and aesthetic delights, and often return to experience it again while shopping or conducting business.

In the AIPD program, developers of large commercial or office buildings must meet a required art investment in one of four ways: artwork which is integrated into the development; the creation and maintenance of a cultural space or facility; a community arts program plan; or a contribution to the City's Municipal Arts Fund.

Tempe also has a public art program, in which 1% of the City's capital improvements budget is allocated to public art projects. The monies generated by both the Public Art and Art in Private Development programs are held in the City's Municipal Arts Fund. The Tempe Municipal Arts Commission, a 15-member citizen advisory board appointed by the Mayor, administers the Municipal Arts Fund.

- The developer's investment in artwork is based on the amount of square footage of the gross floor area dedicated to commercial or office use, and is adjusted in February each year utilizing the Consumer Price Index for All Urban Consumers (CPI-U). *The 2002 value: \$0.36 per square foot.*
- Before a Certificate of Occupancy is issued, the developer must meet the requirements of this ordinance. The developer's required contribution may be in any of the following forms:
 1. **Art Project:** Artwork which is integrated on the site of the development. Artwork completed in compliance with this ordinance shall be located on an exterior site visible and accessible at all times to the public.
 2. **Community Arts Program:** Arts projects and programs that involve the public in Tempe. The program must be approved by both the developer and the Tempe Municipal Arts Commission.
 3. **Cultural Space/Facility:** A visual or performing arts space or facility.
 4. **Arts Fund Contribution:** In-lieu cash contribution to the Tempe Municipal Arts Fund, used to fund art projects administered by the Tempe Municipal Arts Commission.

What types of art projects are eligible?

Examples of art projects to consider are:

- One-of-a-kind building features and enhancements designed by artists such as gates, benches, and fountains.
- Artist-designed landscape art enhancements such as walkways, bridges, or art features within a garden.
- Sculpture -- freestanding, wall-supported or suspended, kinetic -- in durable materials suitable for the site.

To view images of completed artwork, visit our website, www.tempe.gov/arts, → Public Art
→
Art in Private Development.

What types of art projects are not eligible?

- Business logos.
- Directional or wayfinding elements such as supergraphics and signage.
- Mass-produced “art objects” such as fountains, statuary, or playground equipment.
- Standard landscape or hardscape elements which would normally be associated with the project.

What are the eligible costs for art projects?

When preparing a budget for the artwork, certain costs may be included to meet the developer’s required art investment:

- Professional artist’s budget, including artist fees, materials, assistants’ labor costs, insurance, permits, taxes, business and legal expenses, operating costs, and art dealer’s fees if these are necessary and reasonable.
- Fabrication and installation of the artwork.
- Site preparation.
- Structures enabling the artist to display the artwork.
- Acknowledgment plaque identifying the artist, artwork, and development.

- *Costs for maintaining and operating artwork are not eligible.*

What is the process for completing an art project ? A Checklist

The following checklist will help a developer create a successful AIPD project:

- ❑ **Staff Meeting:** Call the City of Tempe Cultural Services staff to arrange a meeting to discuss:
 - what the developer wants the project to accomplish;
 - the required art investment; and
 - the type of professional artist needed for this project.
- ❑ **Artist Slidebank:** View the slides from the Artist Slidebank. Cultural Services staff will assist you in viewing the slides and will provide contact information on the artists you want to consider.
- ❑ **Professional Artist Selection:** Contact the artists being considered and decide which artist(s) will be hired by the developer.
- ❑ **Preliminary Approval:** *The Preliminary Art Project Plan is required before a building permit is issued.* Request a meeting with the Arts Commission's Art In Private Development (AIPD) Subcommittee and staff to discuss:
 - Concepts and budget for the proposed artwork.
 - Location and visibility of proposed artwork.
 - Name and resume of selected artist.

Tempe Cultural Services staff will notify Development Services that we have received the Preliminary Art Project Plan. At this stage the key points are:

- *Is the person chosen an active professional artist?*

The AIPD Subcommittee and the Tempe Municipal Arts Commission make this determination by reviewing such items as the person's educational background in the arts, and arts accomplishments within the past 5 years such as gallery or museum exhibits, and completion of public art projects.

- *Is the proposed artwork visible to the public?*

The AIPD Subcommittee and the Tempe Municipal Arts Commission review the artwork plans, its visibility to the public, and its context within the development.

- ❑ **Final Approval:** *A final presentation is required before a Certificate of Occupancy is issued.* This presentation is given by the developer (or their representatives) and the artist(s), and includes:
 - Narrative description of proposed artwork (one page). Please prepare 5 copies.
 - Budget detailing eligible costs including artist's fees and expenses, costs for fabrication, site preparation, installation, structures to display artwork, and/or plaque.

- Letter of agreement between the developer and artist.
- Scaled site plan and landscape plan, showing the proposed artwork in the development context.
- Scaled drawing(s) or model(s) of the artwork.

For the presentation, the reviewed key points are:

- Artist's background relating to this project
- Final itemized budget that meets the required art investment for the development
- *Public visibility and availability of the artwork*

- ❑ **Tempe Municipal Arts Commission Approval:** The AIPD Subcommittee will give a summary of the proposed artwork to the Tempe Municipal Arts Commission at its next scheduled meeting. (The developer and artist are not required to attend this meeting.) After the AIPD Subcommittee presentation, the Tempe Municipal Arts Commission votes on the proposed artwork plans.
- ❑ **Signed Contract:** Fax or mail a copy of the signed contract between the developer and the artist(s) to Cultural Services staff for the AIPD records.
- ❑ **Certificate of Occupancy:** After the Tempe Municipal Arts Commission approves the art project plan and the contract is in place, Cultural Services staff will write a letter that releases the Certificate of Occupancy in regard to the public art component.

How is an art project selected for an Excellence Award?

To encourage and recognize high quality artwork, the Tempe Municipal Arts Commission and the Tempe Beautification Awards program review and select artworks to receive the Art in Private Development Excellence Award. Developers are honored at the Beautification Awards ceremony and their artworks are noted as award winners on the arts website, www.tempe.gov/arts.

The following criteria are used to guide the selection of excellent artworks completed in the past calendar year:

- | | |
|--|---|
| <ul style="list-style-type: none"> ▪ Aesthetics
Application of artist's concept
Viewer's response to the artwork | <ul style="list-style-type: none"> ▪ Craftsmanship
Quality of construction
Use of materials
Quality of materials |
| <ul style="list-style-type: none"> ▪ Site enhancement

Integration of the artwork with the development
Installation of the artwork (base, landscaping, etc)
Visibility in the evening (lighting, etc.) | <ul style="list-style-type: none"> ▪ Value of community and/or employees
Relevance to the community and employees
Visibility to the public (walking, biking, driving) |

What are the other options to consider?

▪ **Creation and Maintenance of a Cultural Space/Facility:**

If a developer wants to create and sustain a visual or performing arts space, facility the following items should be addressed in a written proposal:

- Concept of the cultural space/facility.
- Location of the proposed space/facility
- Preliminary design for the space/facility.
- Facility operation plan including a budget and program goals.
- Long-range plan for use of the space/facility which assures a commitment to continuing cultural use.
- Timeline for designing, constructing and programming the cultural space/facility.

The Tempe Municipal Arts Commission will accept or decline the Cultural Space/Facility Proposal. An approved proposal will be forwarded to the Design Review Board. Once approved by the Design Review Board, a Certificate of Occupancy will be released.

▪ **Community Arts Program Plan:** Special arts initiatives for the community will qualify as projects for this option. The Tempe Municipal Arts Commission will accept or decline the Community Arts Program Plan. An approved Community Arts Program plan will release Certificate of Occupancy for the development.

▪ **Arts Fund Contribution:** If a developer chooses to contribute the required art investment to the Municipal Arts Fund, monies must be deposited into the Municipal Arts Fund in order to receive approval for the Certificate of Occupancy. The Tempe Municipal Arts Commission and the Cultural Services staff will work closely with the developer to identify an appropriate use of the contribution that will benefit both the developer and the City of Tempe's AIPD program.